

## **Supervised Independent Living Placement**

### **Scope of Services**

#### **I. Placement and Program Requirements as of December 19, 2014**

##### **A. Background:**

The supervised independent living (SIL) placement is a structured, yet independent living environment for those young adults needing placement and assistance with developing skills needed to live on their own. The young adults are given the opportunity to experience independent living without the burden of having to provide solely or completely for themselves. An agency may register to provide additional services for those youth with significant mental or physical needs by hiring a nurse to dispense medications for mental illness or chronic health conditions such as diabetes. Those registered agencies will be used for a secondary tier of referrals as needed.

##### **B. Program Overview:**

The supervised independent living placement is recommended for young adults who have at least six months remaining on their court order, are aging out of care, and are ready to learn how to live independently.

The Agency's independent living specialists initiate daily contacts with young adults living in local apartments. These living units are secured by the Agency and the client. The apartments are to be close to the local schools and bus lines. The young adults will reside in one-bedroom apartments that are located by the Agency through community rental companies or landlords. The Agency will provide young adult with furnishings, security deposits, monthly rent, gas, electric, telephone service, transportation and food and laundry expenses to the program participants. These benefits are in place for the duration of their time in the supervised independent living placement.

Another key component of this program will be developing strong relationships with local landlords, including a working understanding of the target population and securing clear lines of communication to mitigate problems and find alternatives to evictions when issues or complaints arise. For this program design, a local agency will hold a written understanding with selected landlords that clearly designates responsibilities regarding security deposits, damages, rental term lengths and strategies that avoid evictions that are mutually agreeable. A young adult will ideally be able to continue to lease their apartment following successful program completion.

While young adults are experiencing their initial period of independent living, they are expected to focus on developing the skills needed to successfully live on their own. The Agency's program staff must provide "hands on" opportunities in life skills areas including employment readiness, budgeting and money management, cooking, nutrition and health, grocery shopping, sewing, resource development, obtaining permanent housing, home management and transportation. Prior to completion of the supervised independent living placement, the young

adults are expected to be employed and to establish and build a savings account.

As young adults are getting closer to exiting care, they will be given an opportunity to meet with a Lad Lake Connections Program worker who will assist them with the transition from foster care/supervised independent living to independent living. All young adults exiting care are able to participate in the Connections Program (voluntarily) which provides support, services and resources to young adults ages 18 – 21.

## **II. Selection and Referral Criteria for Placement of Young adults in SIL**

### **Selection Criteria:**

1. Age 17 and over with a minimum of six (6) months left on their CHIPS order
2. Attending or willing to attend school at time of placement if the young adults have not received a high school diploma, HSED or GED.
3. The expectation will be that the young adult will be placed in an apartment within 30 days of the referral unless an exemption by BMCW is made.
4. Willing to seek employment and continue employment after hire.
5. Willing to follow program rules.
6. Young adults with medical and/or mental health issues who need medication monitoring will be considered, if the SIL agency is able to provide a nurse able to do medication monitoring.
7. Young adults with active AODA issues need to be participating in therapy/counseling/treatment.
8. Young adults with a long history of being a victim of domestic violence are ***not*** acceptable

### **Referral Process:**

The referral for placements will be completed by the BMCW ongoing case management (OCM) agencies. A staffing between the OCM and the BMCW staff will be made to ensure that all criteria have been met for this program. The BMCW Program Coordinator will maintain an ongoing list of active supervised independent living registered agencies, and will identify the specific agency that will be assigned the placement referral.

The referral will be based on a round robin assignment process. Example: Agency A - has 15 days to work with the young adult to view and secure an apartment that meets their needs. If the apartment is not secured within 15 days of the referral, the referral is transferred to Agency B.

Any SIL provider that registered with the addition of a nurse will have the first offer for placement of the youth with medical issues which require additional monitoring. These agencies will be involved in a separate round robin referral process if there is more than one youth referred with medical issues.

## **III. How Young Adults will be Monitored**

Each young adult who enters the Agency's supervised independent living placement will be assigned an agency independent living specialist. These specialists will closely monitor the young adult's activities, including work and school attendance, curfew compliance and community interactions. The young adult will have someone assigned who will complete late evening and early morning checks to ensure that the

young adult is home over night. The young adult not complying with the monitored activities and/or program rules will be staffed with the BMCW Program Coordinator, placement agency and Ongoing Case Manager to determine if the placement is still appropriate.

#### **IV. How Young Adults will be Assessed**

Upon entering the supervised independent living placement, each young adult will complete a Casey Life Skills (CLS) assessment. Every six months, the CLS will be re-administered. This assessment will be completed at the initial intake. The young adults will develop a strength-based plan for success with their independent living specialist to address needs, develop goals and a specific plan to achieve these goals.

#### **V. Process for Independent Living Training and Support to Young Adults**

Each young adult will meet with the agency independent living specialist to learn life skills. The specialist's responsibility is to teach and support the young adult in their transition to independence. Areas of skill-building are listed below. The services offered may include but are not limited to:

- Banking/Money management (Fiscal Literacy)
- Needs vs. wants
- Job readiness/Employment/Career planning
- Identification
- Stress reduction
- Apartment searching/Rental application/Leases
- Tenant/Landlord rights and responsibilities
- Utilities/Insurance
- Cooking/ Nutrition
- Personal Health and Safety
- Community Safety
- Personal hygiene
- Leisure time planning
- Household management
- Laundry
- Positive relationships
- Self-Advocacy
- Community resources
- Medical resources

#### **VI. Process to ensure all Young Adults are able to attend existing school and or work activities**

Each young adult must be provided an apartment that is located near their existing school and/or work place. These apartments will be located near bus lines in order for young adults to maintain their placement during high school.

#### **VII. Reimbursement Process**

The agency will be reimbursed **\$134 per day** for each participant in this program. If additional monitoring by a nurse is required, the agency will be reimbursed **\$144 per day**. At the end of each month, the agency will complete the provided invoice and submit a signed copy to the BMCW Fiscal Program Evaluation Manager (PEM).

## **VIII. SIL Agency Requirements**

All registered SIL agencies must meet the following requirements to be contracted with the BMCW:

1. Have experienced staff that provides independent living skill-building, morning and evening monitoring of young adults in their apartments and current case notes to the OCM.
2. Will maintain a current list of rental companies and/or landlords willing to provide apartments to eligible young adults.
3. Will have inventory of furniture on hand to furnish two one-bedroom apartments which includes but not limited to:
  - a. Bedroom – bed, new mattress and box springs, bedding, dresser, lighting and curtains
  - b. Living room – couch, chairs, lighting, small tables, curtains and TV
  - c. Kitchen – table with chairs, dishes, cooking utensils, pots and pans, flatware, glasses and towels
  - d. Bathroom – towels and shower curtain

*Note: Any young adult still residing in the apartments at the end of the court order will be given ownership of furnishings that were provided.*
4. Will provide and replenish food and personal hygiene products
5. Will provide bus tickets or transportation by staff if necessary
6. Will work with young adult and landlord to maintain apartment prior to the end of the court order
7. The use of nursing staff for medical/mental health issues is an option.

## **IX. Outcomes collection and reporting**

Outcomes for supervised independent living:

1. Young adults will successfully complete SIL program. The successful completion of this program will require that the young adult has graduated, or is on track to graduate from high school. The young adult still resides in the provided apartment, and maintains the apartment after discharge from the program. Successful exceptions can include the young adult obtaining an apartment on their own or leaving the Milwaukee County area due to higher educational admittance or employment.
2. Young adults will gain knowledge needed to live successfully on own. The young adult will have succeeded in retaining knowledge to live on their own through an exit interview where the following information will be stated or confirmed by the young adult:
  - a. Education – Young adult has graduated high school; will graduate high school; has applied for admission to a higher educational entity
  - b. Employment – Young adult has a part-time or full-time employment
  - c. Health – Young adult can express where to access medical/behavioral services if needed
  - d. Social-Emotional Well Being – Young adult can identify a caring adult that he/she is comfortable in contacting once discharged
  - e. Housing – Young adult can express their post-discharge housing plan in a safe and stable living environment; has sufficient funds to meet all housing needs; and a fall-back plan if

current housing is no longer an option

*(The agency must develop an exit interview checklist that identifies whether the positive outcomes listed above were expressed by the young adult.*

The registered agency will provide the BMCW with a monthly report of all young adults within the SIL placement and include those that have left placement and reason for discharge. The data of young adults reported with a change of placement will also include the reason for the placement closure, list of completed goals, and if the participant is remaining in the current apartment. It is the agency's responsibility to notify the ongoing case manager prior to the SIL participant being discharged from placement.